

Arizona School Facilities Board

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Governor of Arizona
Jane Dee Hull

March 25, 2002

Executive Director
Dr. Philip E. Geiger

Dear Superintendent:

Now that architects and engineers have finished most of their design work, actual construction is taking place at break neck speed. Virtually each day we are awarding several million dollars worth of bids for hard construction. This will continue to accelerate as we work towards the 2003 legislative deadline for completion of deficiency projects. Please assist us in working with your architects to be sure SFB projects receive priority consideration at their shops.

In terms of legislative action, the Legislature is trying very hard to address the severe budget shortfall it has without adversely affecting Students FIRST. In regards to new school construction, despite reductions in overall funding, the Legislature is working with the SFB to creatively design programs which will still permit us to deliver all the required and approved schools while spending less during these "lean times". Working with the Legislature, we can help preserve the new school program. Similarly we continue to work through the deficiency corrections projects and will be selling the remainder of the \$300 million of deficiency corrections bonds (funded through Proposition 301) this spring. We expect the final allocations from the Legislature for the deficiency projects at a time when we are closing out our final projects, which may stretch into 2004. Unfortunately, building renewal is being affected but there are some safeguards being put into place to address unforeseen emergencies.

Finally, we have reports from several superintendents of schools who have received phone calls from reporters from the Tribune Newspapers who are apparently seeking primarily negative information regarding the School Facilities Board, its staff, Students FIRST, and project managers. According to the reports we have received the reporters seem to have an agenda to malign the program and are looking for information to support their predisposition rather than presenting an objective report on the SFB and its work. If you receive such a call and feel the interview is less than objective, please contact the executive editor of the Tribune, Jim Ripley, at 480-898-6500. Many of you wrote letters to the editor regarding Students FIRST over the past four months, but just one or two were actually printed in the Republic or the Tribune. If you still feel you want to see your letter published, call the editor of the paper and ask why your letter has not been printed.

We appreciate your continued support. Please distribute a copy of this newsletter to everyone on your staff who may need this information and your school board members. Copies can also be obtained from our website at www.sfb.state.az.us.

Sincerely,

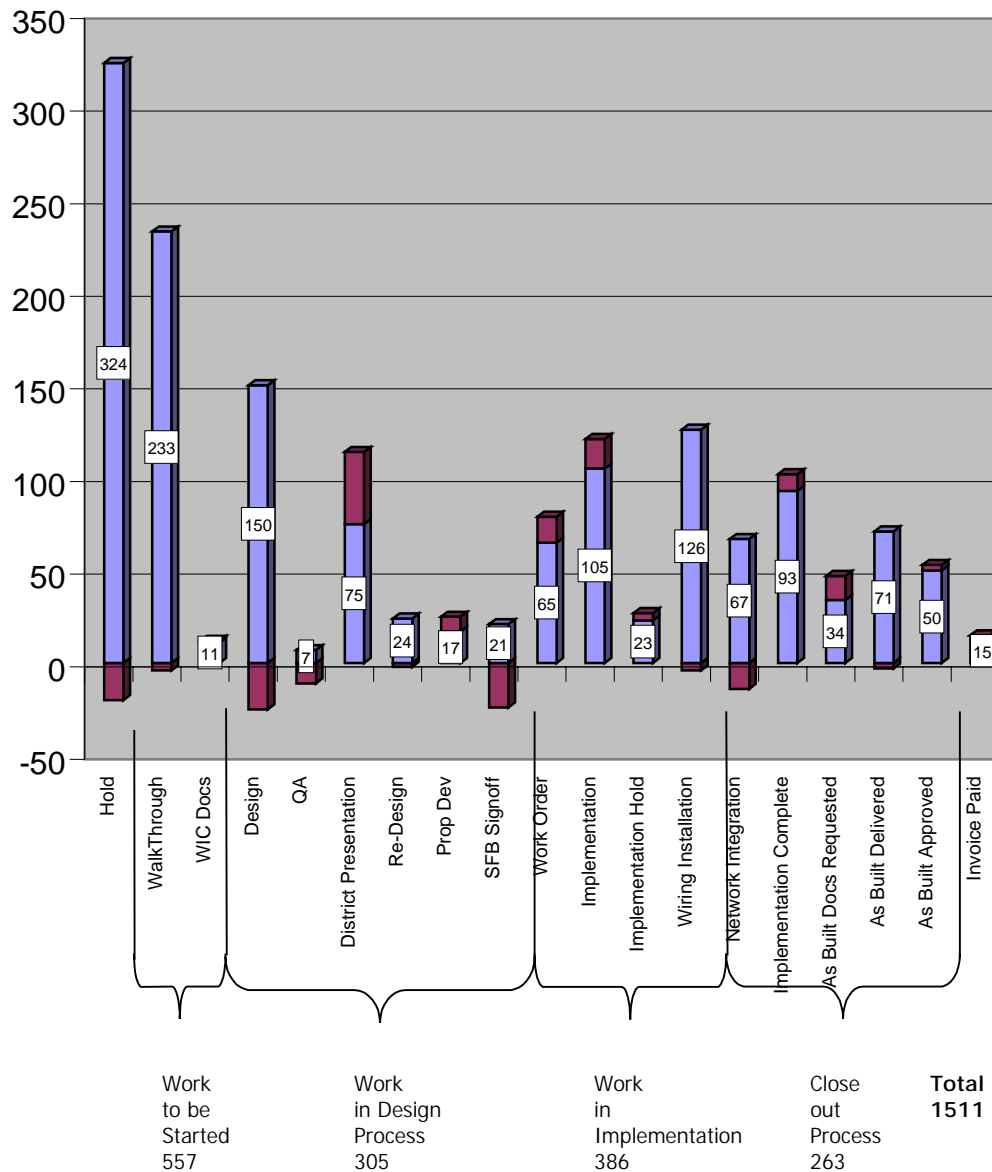
Philip E. Gelger

"You don't get to choose how you're going to die. Or When. You can only decide how you're going to live."
~ Joan Baez

PROJECT MANAGEMENT & AUTHORIZATION TO PROCEED

To date more than \$787,403,295 million in hard construction, deficiency corrections projects have been assigned to project managers and districts have received specific letters authorizing the design and engineering of those projects. If the School Facilities Board has approved the scope of your projects, but you have not yet received such a notice, you can expect authorization to proceed soon. At the March board meeting, the board approved the cancellation of 10 supplemental projects (dollar amounts in parentheses below) and authorized an additional \$17 million for 56 supplemental projects, specifically:

District	Number of Projects	Total Project Budget
Balsz Elementary	1	\$ 77,880
Bullhead City Elementary	1	\$ 75,300
Cartwright Elementary	3	\$ 37,228
Cochise Elementary	1	\$ 49,324
Coolidge Unified	1	\$ 26,400
Douglas Unified	1	\$ 11,053,400
Dysart Unified	1	\$ 52,700
Flowing Wells Unified	5	\$ 433,378
Gilbert Unified	9	\$ (29,628)
J. O. Combs Elementary	1	\$ 26,010
Kayenta Unified	1	\$ (124,084)
Paradise Valley Unified	2	\$ 1,395,550
Parker Unified	1	\$ 35,000
Pearce Elementary	1	\$ 55,800
Phoenix Union High School District	2	\$ 446,200
Roosevelt Elementary	2	\$ 28,676
Sahuarita Unified	1	\$ 91,060
Salome Elementary	1	\$ 738,576
Scottsdale Unified	5	\$ 677,251
St. Johns Unified	13	\$ 1,048,163
Sunnyside Unified	1	\$ 243,100
Tempe Elementary	2	\$ 58,300
Tombstone Unified	2	\$ 67,000
Tuba City Unified	5	\$ 1,091,222
Wenden Elementary	1	\$ 67,718
Williams Unified	1	\$ 49,600
Window Rock Unified	1	\$ 80,324
Total	66	\$ 17,851,448

NETWORKING UPDATE

Visit the Qwest SFB Project Central website for information specific to your district at <http://qwestazsfb.com/corc/>. To obtain your district's username and password, contact the Qwest SFB Project Central Status Desk toll free at 1-866-Learn01 (532-6701) or via email at SFBProjectCentral@qwest.com.

"There are risk and costs to a program of action. But they are far less than the long-range risks and costs of comfortable inaction." ~

John F. Kennedy

Following is an example of a project Qwest has completed:

Beaver Creek Elementary School District Internet Connectivity Project

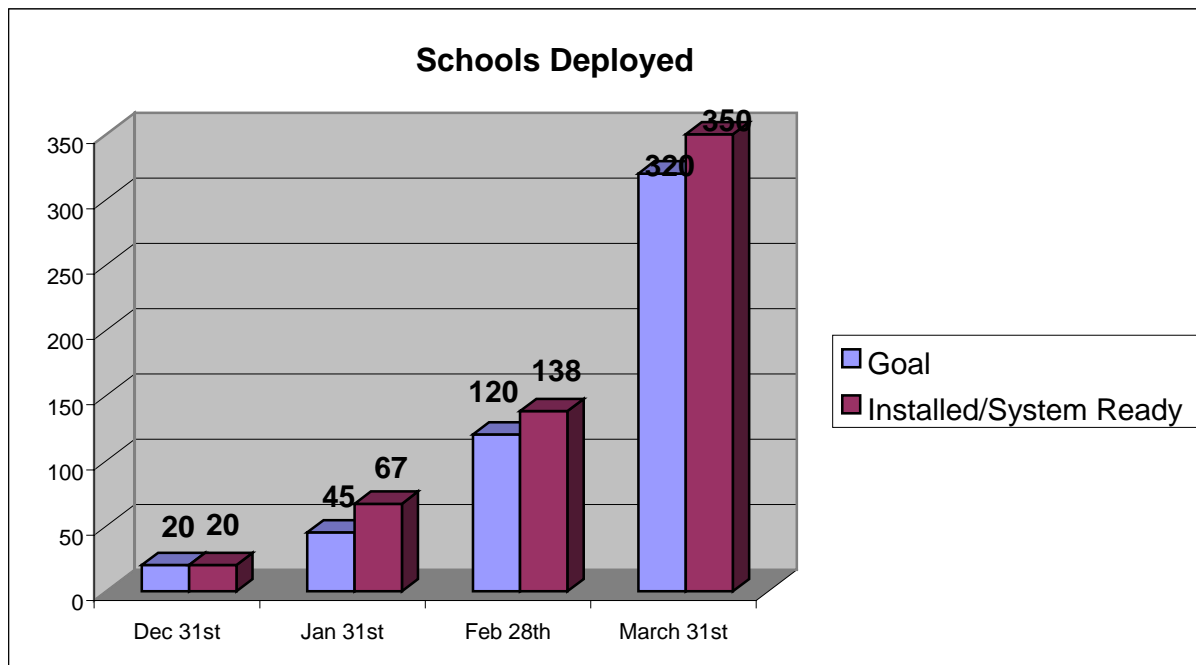


The IDF serves twenty-nine Learning Areas and approximately 60 network devices. All equipment has been installed per specifications and the network is operational including access to the Internet. The District representative expressed their satisfaction with the installation and looked forward to their continued development for using these tools for

teaching and learning.

ASP UPDATE

Through the many awareness events, the Cox Education Network has been meeting with superintendents, legislators, teachers and parents to spread the word on the value of the Education Desktop. To date, 300 schools have been installed all of which already have received usernames and passwords and are able to log on to the desktop. An additional 50 schools are expected to be deployed by March 31st.



E-RATE MATCHING FUNDS

When requesting payment for E-rate matching funds, only the cost of cabling and equipment that are consistent with the funds that would have been paid for

with SFB funds for the technology program are eligible for reimbursement. Reimbursement will not exceed the matching funds required under e-rate or the amount the SFB would have paid to install its model installation, whichever is lower. Servers purchased by the district and phone related services and equipment are not eligible under the current SFB program. Once the district is invoiced by the e-rate vendor for the installed equipment and/or cabling and the system is fully operational, the SFB will award the district E-rate matching funds, following receipt of a Board resolution indicating that all the equipment for which it has been invoiced has been received, installed and it is fully operational. This request must also be made in the same fiscal year in which the installation occurred. The SFB reserves the right to inspect the facilities as well.

BUDGET UPDATE FY 2002

The following further School Facilities Board reductions have been proposed by the Legislature for FY 2002:

New Construction: \$32,000,000
Building Renewal: \$35,000,000

The reduction to New Construction should not affect any currently scheduled projects in FY 2002.

This Building Renewal reduction, coupled with the previous reduction of \$34,934,700 leaves \$672,093 for the May distribution. If this bill becomes effective, the amount will be prorated among building renewal districts.

WEBSense FILTERING DEFAULT CONFIGURATION

Included in this mailing is the approved Websense filtering default configuration that will be loaded onto servers as part of the SFB networking project. Districts receiving a server will also receive Websense manager software that will enable districts to modify the default configuration.

ANTIVIRUS SOFTWARE

Please note that the application service provider contract provides antivirus protection for everything traveling over the ASP, including email services. Trend Micro is the provider of the antivirus software delivered through the ASP.

COMPUTER WARRANTIES

Reminder: Computers purchased as part of the deficiencies correction program have a 3-year on-site warranty. This includes an on-site 8-business hour

response; 2-business day repair; and 3-business day (within 50 mile radius of Phoenix or Tucson metro areas) or 4-business day (elsewhere throughout the state) comparable and compatible loaner equipment installed and operational. Maintenance must be performed by fully qualified, factory trained and manufacturer certified technicians. All defective and unserviceable parts shall be replaced with parts approved by the manufacturer for replacement and carrying the manufacturer's standard warranty applicable to new parts. Use your maintenance agreement to maximize your district's use of financial resources. Any maintenance problems with the networking or equipment installed by Qwest under the SFB project also has on site maintenance provided with out charge to districts. Call the Qwest hot line if you have a problem with your system 1-866-Learn01 (532-6701) or via email at SFBProjectCentral@qwest.com.

LAND DONATIONS

As of February 2002, \$71,785,110 in land has been donated by developers, homebuilders, and municipalities for school sites. The list of donated parcels is enclosed with this letter. The School Facilities Board is especially grateful to those developers who have participated in this program providing their residents and the taxpayers of this state with mutual benefit.

REQUIRED SIGNAGE AT SFB CONSTRUCTION SITES

At February's board meeting, the School Facilities board approved signage to be placed at all SFB construction sites. In order to acknowledge the contribution and participation of the state, the contractor is now required to erect a sign indicating that the school construction is being financed by the State of Arizona, Students FIRST, and the Arizona School Facilities Board. These signs will also allow the community to see their tax dollars at work. Following are the requirements for the signage:

Part One-General

- A. One sign in accordance with this specification will be required.
- B. The project sign must strictly adhere with the attached Job Sign Elevation and Painting and Letter Schedule.
- C. The project sign must be erected in a prominent location on the site. Location to be determined in the field and confirmed with the District representative.
- D. The project sign should be erected in a permanent fashion using painted wooden posts.
- E. The project sign should be protected from damage during the course of construction.
- F. The project sign should be erected within fifteen (15) days of the start of construction.

- G. No other promotional signage for consultants, contractors, subcontractors, etc. is to be allowed on the construction fence or as freestanding signs anywhere on the site.
- H. Project Manual shall identify the specific names for the project. For example:

- 1. Project Name: Red Rock Elementary School Improvements
- 2. Architect: ACME Architects
- 3. Contractor: Grand Canyon Builders
- 4. Project Manager: Heery International

Part 2 – Products

- A. Sign should be constructed of $\frac{3}{4}$ " exterior grade plywood. All surfaces, front and back, shall be painted. Posts should be a minimum 4 x 4 and painted. Wooden braces should also be painted.
- B. Paint shall be of a suitable quality to accommodate exterior application.

Part 3 – Execution

- A. Sign should be freestanding and erected so that the bottom edge of the sign is a minimum of 4'-0" above adjacent grade.

COMINGS AND GOINGS

SFB Liaison Wayne Evenhuis has resigned his current position to work for PinnacleOne. We wish Wayne the best in this new endeavor! Wayne performed admirably for the School Facilities Board and will be missed.



We are also delighted to welcome Dean Gray who will be taking over Wayne's districts. Dean has extensive experience in construction project management, facility management, construction procurement and property management. Additionally, he has a strong background in hazardous waste removal and disposal (including asbestos, mold and mildew, soils, and lead-based paint), the decommissioning of building components, and demolition. He can be reached at dgray@sfb.state.az.us or (602) 542-6145.

"Every human being is intended to have a character of his own; to be whom no others are, and to do what no other can do." ~ William Ellery Channing

DEFICIENCY CORRECTION PAYMENTS

Previous newsletters have contained information about the deficiency corrections payment process. It is included here again to further clarify the process. Please review it carefully.

Architect's Fees

1. The district signs the contract with the architect and issues the P.O.
2. The architect invoices the district. ***The architect should also send a copy to the SFB project manager to expedite the process.***
3. The district *and SFB project manager* review and approve the invoice.
4. The SFB project manager submits the invoice to the SFB for payment
5. The SFB forwards payment to the district (through the County Treasurer).
6. The district pays the architect.

Note: It is the district's responsibility to see that payment is made to the architect in a timely manner. It is the duty of the architect to make payment to their engineers that they may have employed in fulfilling their design function. Once the invoice reaches the SFB project manager, the SFB should forward payment to the County Treasurer in no less than seven days.

Contractor Payments

1. The SFB signs the contract with the contractor and issues the P.O.
2. The contractor invoices the SFB through the project manager.
3. The SFB pays the contractor.

Payment information is also listed on the SFB website as payments are made.

NEW WEBSITE

The School Facilities Board has a new website! Our web address remains the same; however, if you have our web address bookmarked as a favorite or homepage you will need to type www.sfb.state.az.us into your web browser and then bookmark the new page.

RESIGNATION OF SFB BOARD MEMBER

Private business representative to the School Facilities Board Rick Krivel has resigned from the board due to time constraints. Rick Krivel, Executive Vice President of National Bank of Arizona, was an outstanding board member and will be missed. Rick truly understood his commitment to Arizona's youth as well as its taxpayers and genuinely added a necessary business perspective to the

SFB's deliberations. Governor Jane Dee Hull will appoint a replacement for Mr. Krivel in the near future.

CEFPI SOUTHWEST REGION SPRING CONFERENCE

CEFPI's Southwest Region Spring Conference will be held April 25-28, 2002 in Albuquerque, New Mexico. Seven seminars are scheduled on topics such as technology, master plans, state standards, and facility design. Additionally, Susan Bonesteel, Region IV Secretary of Education, will give an update on federal education reform. Early registration is due by March 25. For more information, log on to www.cefpi.org or call CEFPI at (480) 391-0840.

THE STEINHOFF GROUP

The SFB extended its contract with the Steinhoff Group for several more years in order to assist districts with the development of required procurement specifications. This helps fulfill the technical assistance responsibility of the SFB. The Steinhoff Group, procurement specialists Lonnie and Jack Steinhoff, have been successfully assisting school districts with procurement issues for years. They specialize in assisting with non-routine and infrequently purchased items/services. We thought it might be helpful to provide you with some information about their services. They provide:

- A labeled file folder with a copy of the completed purchasing document.
- An appropriate bidder list. (Their database includes over 300 categories of goods and services and hundreds of vendors. They will also add any additional vendors in which you are interested.)
- A checklist to use as a record of the individuals present at the bid/proposal opening.

- Printing and mailing to vendors the required number of copies and envelopes bearing the district's return address (or they will supply mailing labels if you prefer to copy and mail your own.)

The fees reflect only what the Steinhoff's do for you; they are not a fixed portion of the money you spend. If you would like more information or references for the Steinhoff Group, you can contact them at (480) 893-1123 or info@steinhoffgroup.com.

REMINDER – COMPUTERS AVAILABLE FROM AZ STRUT

Arizona StRUT (Students Recycling Used Technology) is a partnership between local schools and businesses such as Motorola, Intel, ICM, APS, and Boeing to

generate a stream of computer equipment refurbished by students. Arizona StRUT teachers train over 1200 students each year at 32 sites. Students are given the opportunity to work on computers and gain the marketable hands on technical and workplace skills that companies seek. Once the computers are refurbished, they are donated to K-12 schools or non-profit organizations in the community. They help provide equal access to technology for Arizona's students.

With the implementation of Arizona's educational application service provider into schools statewide, students will soon have access to the Internet and over 250 educational software programs 24/7. StRUT has volunteered to donate 2000 computers to schools and non-profit community organizations in order to enhance after school access to the ASP. The SFB is not involved in determining who receives the donated computers. The SFB's only role is to make school districts aware of this opportunity.

School districts can participate in AZ StRUT's program in the following ways:

- To request a donation of computers, fill out a computer donation request form (enclosed and on the SFB website) and submit it to Darla Jordan at the School Facilities Board. Contact information is listed on the bottom of the form. Non-profit organizations are also encouraged to request donations directly from StRUT (see contact information below).
- To make a donation of computers, seek corporate donations from local businesses, or establish a StRUT Refurbishing Center in your district, contact Ken Mystrom, Executive Director of Arizona StRUT, at (602) 454-2680 or info@azstrut.org.

WAY TO GO!

Congratulations to Tina O'Brien of Jacobs/Chanen! Tina recently received the coveted "When Pigs Fly" award. Tina was nominated by Robin Archibald and Mike Barfield for continually acting on behalf of the School Facilities Board. Tina has made certain deficiencies are corrected without supplementals and is diligent in meeting critical time paths. Congratulations Tina!

"Perseverance is a great element of success. If you only knock long enough and loud enough on the gate, you are sure to wake up somebody." ~

Henry Wadsworth Longfellow

CUSTOMER SATISFACTION SURVEY

The following districts **have not** yet submitted their SFB surveys. If your district is on the list below, please complete the enclosed survey as soon as possible so that we can continue to improve the quality of our work and that of the project managers and Qwest.

Aguila	Ft. Huachuca	Phoenix Union
Alpine	Gila Bend	Pima County Accom.
Altar Valley	Grand Canyon	Pinal County Spec. Ed.
Apache Junction	Greenlee Cty. Accom.	Pomerene
Ash Fork	Humboldt	Queen Creek
Avondale	Hyder	Rainbow Accom.
Beaver Creek	Joseph City	Red Rock
Benson	Kirkland	Redington
Bicentennial	Klondyke	Riverside
Blue	Laveen	Roosevelt
Bonita	Littlefield	San Carlos
Bowie	Littleton	San Fernando
Buckeye	Maine Consolidated	San Simon
Catalina Foothills	McNeal	Scottsdale
Chevelon Butte	Mesa	Skull Valley
Chinle	Miami	Solomon
Chloride	Mobile	Somerton
Clarkdale-Jerome	Mohave Union	Tanque Verde
Cochise	Morenci	Tombstone
Coconino	Nadaburg	Tonto Basin
Concho	Osborn	Union El.
Congress	Owens	Valentine
Continental	Page	Vernon
Crane	Paradise Valley	Wickenburg
Creighton	Peach Springs	Wilson
Double Adobe	Peoria	Window Rock
Eloy	Phoenix Elementary	Yuma Union

"Keep away from people who try to belittle your ambitions. Small people always do that, but the really great make you feel that you too can become great." ~ Mark Twain

AWARD FOR SCHOOL FACILITY EXCELLENCE

The Council of Educational Facility Planners International is accepting applications for the 2002 James MacConnell Award. Created to recognize educational facility planning excellence, this award will be presented to the CEFPI member, school district, consultant, architectural firm, or construction management firm whose project meets the following criteria:

1. A thorough, comprehensive planning process,
2. Development of a comprehensive educational specification and/or program of requirements, and
3. A design that meets the requirements of the educational program with special emphasis on functionality of educational spaces.

For more information on the submittal process and additional criteria, check out www.cefpi.com.

UPCOMING SCHOOL FACILITIES BOARD MEETINGS

Board Meeting Dates Agenda Deadline Meeting Location

April 4, 2002	March 15, 2002	Desert Ridge Junior High School 10211 E. Madero Avenue Mesa, Arizona
May 9, 2002	April 15, 2002	Rainbow Valley Elementary Liberty School District 19716 W. Narramore Road Buckeye, Arizona
June 6, 2002	May 17, 2002	Flagstaff Unified School District

The **attachments** listed below are enclosed with this newsletter. If you have received this letter electronically and would like one or all of the attachments, please contact Kristen Landry at (602) 542-6197 or klandry@sfb.state.az.us.

Attachments:

- ◆ AzStRUT Packet
- ◆ Websense Filtering Default Configuration
- ◆ List of Donated School Sites
- ◆ "Arizona Catapults to New Technological Heights" by Dr. Philip E. Geiger, School Business Affairs, February 2002.
- ◆ A sample sign design for deficiency corrections job sites

" The happiness of your life depends upon the quality of your thoughts." ~
Marcus Aurelius